

BSCW Data Privacy Policy

The following translation is for information only. The original and legally binding version is the German version: <https://cml.hci.uni-bamberg.de/pub/Datenschutzerklaerung-BSCW.pdf>.

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1. Name and contact details for the responsible person and the organization data protection officer

This data privacy information applies to data processed by:

Data Controller:

Otto-Friedrich-Universität Bamberg
Kapuzinerstraße 16
96047 Bamberg
Telefon: +49 951 863 0
Telefax: +49 951 863 1005
E-Mail: ul.datenschutz@uni-bamberg

The company data protection officer can be reached at:

Datenschutzbeauftragter der Otto-Friedrich-Universität Bamberg
Kapuzinerstraße 25
96047 Bamberg
Telefon: +49 951 863 1030
Telefax: + 49 951 863 4030
E-Mail: datenschutzbeauftragter@uni-bamberg.de

2. Collection and storage of personal data and the manner and purpose in which it is used

a) When visiting the BSCW Services website

When visiting the BSCW Services website, the browser in the end user device automatically sends information to the BSCW Services server. This information is stored temporarily. The following information is collected and stored until automatically deleted:

- IP address of the computer requesting access,
- Date and time of the access,
- Name and URL of the retrieved that was requested,
- The amount of data transmitted,
- Notification regarding whether the request was successful,
- Information identifying the browser and operating system being used,
- Website being accessed,
- Name of your Internet access provider.

We use the above-named data for the following purposes:

- To ensure a reliable connection to the website,
- To ensure comfortable use of our website,
- To evaluate system security and stability, and
- For other administrative purposes.

We process your data pursuant to Article 6, Paragraph 1, Section 1 f) of the EU GDPR (hereafter referred to as GDPR). We have a legitimate interest in collecting the data in accordance with the purposes stated above. In no case do we use the data to draw conclusions about you as a person.

We furthermore use cookies when you visit our website. Further information regarding the use of cookies is outlined in Section 5 of this data privacy policy.

b) When registering for a BSCW Services

When you register as a BSCW user, we store the information shown in Section 2 a). Registering with the BSCW Services requires the following minimum information: user ID, password, e-mail address.

The BSCW Services stores actions taken by users in the form of events. Events may contain personal data, such as the user ID, and are made available to authorized users within a common data space for the purpose of effectively tracking collaboration. Users can also request the automatic aggregation of events and have them sent via e-mail to authorized users.

If you wish to register for the BSCW Services, we need at a minimum a user ID, a password and e-mail address. Registration for the BSCW Services requires that you confirm your request using the link

contained in the e-mail we send you and you giving your consent to the use of further personal data where this is necessary to use the BSCW Services.

As a general rule, the content of the BSCW Services is not subject to any form of monitoring by the Otto-Friedrich-Universität Bamberg. Nevertheless, we reserve the right to delete posted contributions and to prohibit users from further use of the service at our own discretion, especially in cases where posted content contravenes the law or is deemed incompatible with the objectives of Otto-Friedrich-Universität Bamberg.

You can cancel your registration for the BSCW Services at any time, by sending an e-mail to the corresponding contact address for the BSCW Services.

The data is processed pursuant to the consent of user in accordance with Article 6, Paragraph 1, Section 1 a) of the GDPR, in conjunction with Article 7 of the GDPR, or in accordance with Article 6, Paragraph 1 b) of the GDPR.

3. Third-party disclosure

Your personal data is not disclosed to third parties, unless required for one of the following purposes:

- You give your express consent pursuant to Article 6, Paragraph 1, Section 1 of the GDPR.
- Disclosure pursuant to Article 6, Paragraph 1, Section 1 of the GDPR is necessary for the establishment, exercise or defense of legal claims, and also under the assumption that you have no overriding interest in preventing your data from being transferred to a third party.
- Disclosure pursuant to Article 6, Paragraph 1, Section 1 of the GDPR is necessary in order to comply with a legal obligation.
- Disclosure is legally permitted, and required pursuant to Article 6, Paragraph 1, Section 1 b) of the GDPR to process the contract relationship with you.

4. Cookies

The BSCW Services uses cookies. Cookies are small data files stored by your browser on your end device (laptop, tablet, smartphone) when you visit the BSCW website. Information is stored in the cookie that in each case is generated in connection with the specific device used. We use cookies to enable the utilization of our service offerings. We use so-called session cookies to detect that you have already visited certain pages of the BSCW website and to determine which entries and settings you made, so that you don't have to enter them again. We also use cookies on a temporary basis to authenticate registered users. All cookies are automatically deleted after a specific period, or after you close your browser.

Most browsers automatically accept cookies. However, you can configure your browser so that no cookies are stored on your computer, or to automatically notify you before a new cookie is stored. Full deactivation of cookies will prevent you from using the BSCW Services.

5. Your rights

You have the right:

- pursuant to Article 15 of the GDPR, to request information about your personal data that we process. This includes the purpose for processing your personal data, the type of the personal data, the type of recipients to whom your data was or will be disclosed, how long the data will be stored, the extent to which you have the right to correct, delete or limit your personal data, or object to having it processed, your right to file a complaint, the origin of your data in cases where the data was not collected by BSCW, as well as the existence of automated decision making, including profiling, and if required, access to meaningful information and the corresponding details;
- pursuant to Article 16 of the GDPR, to request that any of your personal data stored by us be immediately corrected if it is deemed incorrect or incomplete;
- pursuant to Article 17 of the GDPR, to request the deletion of your personal data stored by us, provided that the data is not required for the exercise of freedom of expression and information, to meet a legal obligation, for the public interest or to establish, exercise or defend any legal claims;
- pursuant to Article 18 of the GDPR, to request that we restrict the processing of your personal data, insofar as the accuracy of the data is in dispute, the processing unlawful, you reject the deletion of the data if it is no longer required by us, the data is required by you to establish, exercise or defend any legal claims, or you have objected to the processing of the data pursuant to Article 21 of the GDPR;
- pursuant to Article 20 of the GDPR, to request receipt of your personal data in a structured, common and machine-readable format or transfer to another person in a position of responsibility;
- pursuant to Article 7, Paragraph 3 of the GDPR, to rescind your consent allowing us to process your personal data. By rescinding your permission, we will no longer process your personal data in the future;
- pursuant to Article 77 of the GDPR, to lodge a complaint with a supervisory authority. As a general rule, you can contact the supervisory authority where you usually reside or work, or you can use our postal address.

6. Deleting your personal data

When users terminate their account, the data related to the account will be deleted in accordance with Article 17 and Article 18 of the GDPR. Users are responsible for securing their data prior to the end of the contract if the account has been terminated. We have the right to irretrievably delete any and all data stored by the user over the course of the contract.

If the data is not deleted because it is required for legal and other purposes, processing will be restricted. This means the data will be inaccessible and not processed for any other purposes. This applies to data that must be maintained pursuant to Article 6, Paragraph 1 c) of the GDPR for commercial or tax reasons.

7. Right to object

If your personal data is being processed for the purposes of the legitimate interests of BSCW pursuant to Article 6, Paragraph 1, Section 1 f) of the GDPR, you have the right, in accordance with Article 21 of the GDPR, to object to your personal data being processed on grounds related to your particular situation, or if the data is processed for direct marketing purposes. In the latter case, as a general rule you have the right to object to your personal data being processed for marketing purposes without divulging information related to your particular situation.

Should you wish you make use of your right to object, an e-mail is sufficient.

8. Data security

For the encrypted transmission of data, the BSCW Services uses the transport layer security (TLS) method, in conjunction with the highest degree of encryption supported by your browser. As a general rule, this method involves 256-bit encryption. If your browser does not support 256-bit encryption, we use 128-bit encryption instead. You can tell that an individual page from the BSCW Service is encrypted by the closed padlock symbol in the lower task bar of your browser.

Within the BSCW Service, only authorized users have access to individual data spaces.

We employ suitable technical and organizational measures to protect your data against coincidental or intentional manipulation, partial or full loss, destruction or unauthorized access by third parties. Our security measures are constantly adapted to keep pace with the latest developments in technology.

9. Current status and changes to this data privacy policy

This data privacy policy is effective as of June 2018.

From time to time, it may be necessary to revise this data privacy policy due to changes in the BSCW software or because of changing legal or regulatory requirements. The current data privacy policy can be retrieved from the website <https://cml.hci.uni-bamberg.de/pub/Dataprotectiondeclaration-BSCW.pdf> and printed out.